April 27, 2017

PLANNING COMMISSION AGENDA

May 1, 2017 5:00 p.m. Council Chambers, 315 N .Broadway

1. Call to Order

2. Agenda Additions or Deletions

3. Approval of Minutes – 02/02/2017 PC Minutes

4. Approve Final Plat for Unique Opportunities LLC.

5. Use of City Public Property for Private Storage Use

6. Set Spring Tour Date

7. Next Meeting Date will be May 8, 2017 at 5:00 p.m.

* This is primarily a Planning Commission meeting, but a City Council quorum may be present.*

PLANNING COMMISSION MEETING 05-01-17

The Planning Commission of Pelican Rapids met at 5:00 p.m. on Monday, 05-01-17, in Council Chambers, City Hall. Commissioners CJ Holl, Phil Stotesbery, Richard Peterson and Jamie Stromberg were present. Commissioner Dan Husted was absent. Administrator Don Solga, Acting Secretary Susan Strand, Samuel Herzog and Troy Johnson, were also present.

CJ called the meeting to order at 5:00 p.m.

Motion by Phil, seconded by Jamie to approve the agenda as presented with the addition before No. 3 Nominate a Chair for the Planning Commission. Motion passed unanimously.

Due to the fact that one planning commissioner position remains vacant it was decided to wait until next meeting to decide on a chairman. Motion by Jamie, seconded by Phil to table choosing a Chairman until next meeting Motion passed unanimously.

Motion by Richard, seconded by Jamie to approve the minutes Motion passed unanimously.

The planning commissioners reviewed and discussed the plat provided by Unique Opportunities, LLC, Troy Johnson and Samuel Herzog. In going through the Subdivision Controls Ordinance there are changes needing to be made on the Preliminary plat (Draft of the Final Plat) that has been presented tonight.

Subdivision 1

1. 906.03 A the scale should be 100 feet not 120 feet
2. 906.03 B 3 addresses need to be added for the Owner, surveyor and designer of the plan.
3. 906.03 B 6 make date of preparation more noticeable
4. 906.03 C 2 correct square footage.
5. 906.03 C 5 show city utilities on map

Subdivision 2

6. 906.03 E correct and add identification system for all lots and blocks.
7. Verbiage from Subdivision 2 J should be added.

The developers also identified several provisions of the Subdivision Control Ordinance that will be provided on civil plans for the project, including street grades, drainage plan, and a certificate of survey.

There was discussion regarding the narrowing of NW 3rd Street as it extends from the present street onto the project property and that the street shifts to the left. The commissioners felt it was important to extend and align the new portion and the existing portion so that the street does not narrow and shift onto the project property. They discussed getting a WCT easement to allow a straight road. The road will not be done until the next phase so the plat drawing roadway can be left as it shows to wait for an easement from WCT.

Motion by CJ, seconded by Phil to approve the Preliminary Final Plat for Unique Opportunities, LLC contingent upon the corrections that have been listed. Motion passed unanimously.

PLANNING COMMISSION MEETING 05-01-17

Planning Commissioners discussed the use of city property for storage of personal items by private property owners. They suggested that the city treat city property as we do nuisance properties by sending letters to people to remove their property off city property or the city will remove it at their cost.

In order to address the issue of personal property being left on city parking lots for extended periods, the Planning Commission proposes a change in 701.07 Subd 4. General Time Limit adding language to restrict parking on city owned parking lots: thus, no vehicle or other personal property shall in any case be parked upon any street, *or city public parking lots,* in any one place for a longer continuous period than 48 hours, with the exception of construction related items to be used on the premises with an approved building permit. Administrator Solga will provide a draft of the change at the next meeting.

Spring Tour is set for Thursday May 18 at 5 p.m. Reminders will be sent out.
Next Meeting is May 8, 2017 at 5:00 p.m.

Motion by Richard, seconded by Jamie to adjourn the meeting at 6:29 p.m. Motion carried.
Opposed: Holl

Respectfully Submitted,

Susan Strand
Acting Secretary to the Planning Commission